



## **Role Profile & Person Specification**

### **Chair of the Women and Girls Strategic Sub Group**

**Appointed by:** Recreational Cricket Advisory Group (RCAG)  
**Responsible to:** Recreational Cricket Advisory Group

#### **Role Profile**

##### **Ensure the strategic sub group functions properly**

- To plan and run meetings in accordance with its Terms of Reference.
- To ensure matters are dealt with in an orderly, efficient manner.
- To bring impartiality and objectivity to meetings and decision-making.
- To consider succession planning and diversity.

##### **Ensure the strategic sub group is managed effectively**

- To ensure the sub group members are agreed on the purpose and direction of the group and understand their roles within it.
- To ensure that there is effective and appropriate communication of financial information for the sub group relating to women and girls cricket.
- To provide proposals to the RCAG, for the investment of recreational monies in the budgetary process towards Women and Girls Cricket.
- To co-ordinate the sub group to ensure responsibilities for delivering the women and girls element of the recreational countywide plan are met.
- To help facilitate change and address conflict or concerns within the women and girls game, liaising with the Women and Girls Lead Officer and Community and Development Manager to achieve this.

##### **Provide support and advice to**

- Recreational Cricket Advisory Group
- The Community & Development Manager
- The Women and Girls Lead Officer

#### **Person Specification**

##### **Qualities and Skills Required**

- Good understanding of the recreational game in Nottinghamshire
- Recent experience of Chairing a Sports Club or League
- Good leadership skills.
- Good communication and interpersonal skills.
- Impartiality, fairness and the ability to respect confidences.
- Ability to ensure decisions are made and actioned.
- Tact and diplomacy.
- Understanding of the roles/responsibilities of recreational cricket in Nottinghamshire.
- Experience of organisational and people management.

**Time Commitment:** The role of Chair of the Women and Girls Strategic Sub Group requires a commitment to chair a minimum of 4 meetings of the Sub Group and attend 4 meetings of the Recreational Cricket Advisory Group (RCAG) per year.

##### **Term of Office**

The chair shall serve a minimum of a two year term with a maximum of three terms before a new Chair is appointed by the RCAG.